

**CITY OF CENTRAL POINT
BUDGET COMMITTEE MEETING
Biennial Budget 2017/2019
April 24, 2017 at 6:00 pm**

I. MEETING CALLED TO ORDER

Finance Director Steve Weber called the meeting to order at 6:00 pm.

II. ROLL CALL

Council Members

Allen Broderick
Tanea Browning
Michael Quilty
Rob Hernandez
Brandon Thueson
Hank Williams

Citizen Members

Lori Garfield
Kay Harrison (late)
Karen Huckins
Jim Mock
Chris Richey
Bill Stults
Bill Walton

City Staff

Chris Clayton, City Manager
Steve Weber, Finance Director
Tom Humphrey, Community Development Director
Kris Allison, Police Chief
Jason Richmond, Technical Services Director
Matt Samitore, Parks & Public Works Director
Dave Croft, Police Captain
Debbie Dunlap, Accountant

Budget committee members not present: Bruce Dingler

III. ELECTION OF BUDGET COMMITTEE CHAIR AND SECRETARY

Nominations were opened for the 2017/2019 Budget Committee Chair Mike Quilty moved to nominate Brandon Thueson; seconded by Tanea Browning. Motion unanimously approved.

Nominations were opened to elect the 2017/2019 Budget Committee Secretary. Tanea Browning moved to nominate Mike Quilty, seconded by Hank Williams. Motion unanimously approved.

V. PRESENTATION OF PROPOSED BUDGET DOCUMENT BY BUDGET OFFICIAL

City Manager Chris Clayton presented highlights contained in this budget message. Mr. Clayton was pleased to report the 2017/2019 budget does not include increases in fees or taxes or reductions in personnel or core services. He noted the financial health of all of the city funds, but in particular the superb health of the general fund. He stated the financial health of the city is due to conservative spending, conservative cost projections, better than expected revenues, unfilled positions and the council/budget committee's willingness to address difficult financial issues.

Kay Harrison arrived.

III. PRESENTATION OF PROPOSED DEPARTMENT BUDGETS FOR THE GENERAL FUND

Finance Director Steve Weber presented an overview of the budget as a whole noting the budget is balanced at just under \$50 million.

City Manager Chris Clayton presented the proposed Administration budget. The primary focus of the city administration remains providing continued financial stability, community outreach and engagement and a

small, efficient and resourceful local government and facilities modernization.

Helen Funk, Director of the Jackson County Expo, conveyed her appreciation for the ongoing cooperation and partnership with the City. She spoke about the Expo's future potential growth, upcoming events and events that will benefit the city and surrounding area. Ms. Funk noted the Expo is home to the third largest quarter horse show in the nation.

Tanea Browning, Council Member and Executive Director for the Central Point Chamber and Visitor Information Center, spoke briefly about some of the new programs and changes at the Chamber; the increase in membership and the visitor survey conducted by the Chamber to find out how visitors define our city.

Nutrition Program Manager from RVCOG Evelyn Kinsella of the Food & Friends program provided statistical information regarding the number of meals and clients served in Central Point. Ms. Kinsella noted the significant increase of Central Point residents receiving service, along with the number of volunteer hours donated to the program last year.

Mr. Clayton presented the City Enhancement and Mayor and Council proposed budgets. He noted community events, as well as, events held promoted by tourism. Mr. Clayton also presented the Mayor and City Council goals for this biennial budget.

Mr. Weber reviewed the general fund revenues, highlighting hotel/motel tax, franchise fees and property taxes. Property tax revenues are budgeted to be received at a 97% collection rate. State Revenue Sharing is budgeted at just over \$1 million and includes cigarette tax, liquor tax and revenue sharing.

Chairman Thueson opened a public hearing to accept comments from citizens on the proposed use of state revenue sharing funds. No one from the public came forward to speak, and the public hearing was closed.

Mr. Weber presented the proposed Finance Department budget noting a \$20,000 decrease in professional/contract services and \$10,000 increase in bank/visa fees. This budget reflects an 8% decrease in materials and services and a 3.2% increase in personnel services..

Mr. Weber presented the proposed General Fund Interdepartmental budget which includes the City's general liability insurance and a transfer out for annual debt service obligations. This budget reflects a robust ending balance of 27.58%, city policy requires 15 – 25%.

Mr. Weber then presented the Reserve Fund; no projects are reflected in this budget. Mr. Weber also presented the Debt Services Fund, noting that staff recently completed a refinance of \$10 million that allows the city to pay off the water reservoir two years earlier than anticipated.

Matt Samitore, Parks & Public Works Director presented the highlights of the Parks and Recreation Departments budgets. Contained in the Recreation budget is a reduction of the long time pre-school program which will be replaced with mini-camps for pre-school in lieu of the existing program. Battle of the Bones is now partnered with the Harvest Festival and is barbeque only. The budget does include the addition of Geocache Challenge. Geocaching is a real-world outdoor treasure hunting game using GPS enabled devices and a 5k walk, bike or run event. The Parks budget includes the new Bohnert Park, a new playground and resurfaced tennis courts at Pfaff Park, Phases 2 and 3 at Skyman, community center revision and feasibility planning and a concession stand for Don Jones Park.

Police Chief Kris Allison presented the Police budget, covering department highlights; the importance of

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providing proactive services, maximizing efficiency, and providing exceptional customer service. Included in the 2017/2019 budget is a crisis response team, new police vehicle, and canine (kg) unit. Also included is \$60,000 for asset forfeiture that if not received will not be spent and a decrease in fuel costs.

After some discussion, Allen Broderick moved to accept the department budgets as presented; Mike Quilty seconded, motion unanimously approved.

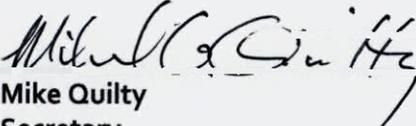
VIII. ANNOUNCEMENT OF NEXT MEETING

Chairman Brandon Thueson announced the budget meeting will continue on May 1st, at 6:00 p.m.

X. ADJOURNMENT

Meeting adjourned at 8:25 pm

I hereby certify that the minutes for the April 24, 2017 budget meeting are accurate as outlined above.


Mike Quilty
Secretary
2017/2019 Budget Committee

Dated MAY 1, 2017